

## EXECUTIVE SUMMARY

In accordance with Act 259, Section 26, of the 2002 Legislative Session, the Department of Health is submitting a status report to the 2003 Legislature on the progress made in planning, designing, and developing infrastructure support for the developmental disabilities administration to convert the division to an all electronic office and expand the information system to support the implementation of the Makin settlement.

### REPORT TO THE LEGISLATURE

#### COMPLIANCE WITH ACT 259, SECTION 26

As of July 1, 2001, the Department of Health, Developmental Disabilities (DD) Division was appropriated funding to either upgrade program's existing system, if not feasible or upgradeable, then develop and design a new system that would integrate the entire division along with adequate support staff to maintain this new system. Initially, program was looking at upgrading existing system; however, determination was made that system was too old and not feasible to upgrade. The decision was made to design new system that would be used division wide not only for to track client information, but manage entire Division. Initially, Division was moving towards classifying positions to designate a lead to start work on design phase of system development; however, these new positions were trade-off/transfer positions and warm-bodies still existed within positions designated to be redescribed; therefore, no classification action could take place until positions were vacant (these positions were still needed at the crisis shelter and closure was targeted for June 2002). Also, Public Health Administrative Officer (PHAO) VI became vacant December of 2000 and was not filled until March 2001. Data Processing System Analyst IV, was also vacant therefore, no IT action took place during this time period. There was also a new transition of DD's Division Chief at this time and she was still assessing program and had not made a decision about who would lead IT project.

In January 2002, work began on development of the DD Division's IT Strategic Plan and Division PHAO VI, was designated lead. The Division contracted with Grant Thornton for \$73,800 to begin analysis, evaluation and assessment of DD Division's current information technology (IT) structure. The analysis and report with recommendations was completed in April 2002. The assessment concluded that the client information system is outdated; any further enhancement to the system would not be feasible. The high level functional plan provided the DD Division with a strategic plan to build a new system that would not only be a client information system but a total management system with personnel and fiscal included along with the capability to provide information to the public via website development.

Effective November 1, 2002, the DD Division's Case Management & Information Services Branch developmental disabilities case managers are responsible for pre-

authorizing all DD clients and Title XIX Home & Community-Based Waiver Service providers. This pre-authorization fulfills billing requirements of the new Medicaid billing system the Department of Human Services developed and named Health Payment Medicare/Medicaid Information System (HPMMIS). The DD Division received approval to use a portion of its federal Title XIX match savings from Fiscal Year '02 to develop a client tracking system expected completion by September 2003. The Health Insurance Portability & Accountability Act, mandated by the U.S. Department of Health and Human Services' Centers for Medicare and Medicaid Services, was part of the system design specification. This new system allows the DD Division to track basic demographics of DD/MR clients and to manage its waitlist and fiscal activities on a real-time basis providing the program with up-to-date information. The system is expected to improve the program's production and efficiency in providing reports on program fiscal activities on a timely basis. The IT system is also being developed with the idea that when the program has additional funding, enhancements to the system can be done by interfacing the system with other state-operated systems (i.e., Department of Accounting & General Services' FAMIS program and the Department of Human Resources & Development, as well as the Department's personnel system). The Department of Human Services is planning and developing their system to be a clearinghouse for the Title XIX Medicaid Home & Community Based Waiver programs. The system will allow claims to be processed directly into HPMMIS thus, streamlining the billing and information process required to complete federal reporting.

Due to budgetary constraints, funding for further IT enhancement modules will be requested in supplemental budget years, grants, or through other program savings. Each module will be prioritized according to the program's immediate need. Interfacing with the other state systems will be considered in lieu of developing separate modules, as long as the pre-existing system has capabilities of the interface and modification costs do not exceed the cost of a new module. These considerations will be assessed as the DD Division continues its effort to build a total management information system.